	C	RDER FOR	SUPP.	LIES OR S	ERVIC	ES				PAG	E 1 OF	
I. CONTRACT/PURCH. ORDER/	[3]	DELIVERY ORDER/C	ALL NO	3. DATE OF ORD	ER/CATT	4 REO / PI	URCH. REQU	JEST NO.		5. PRIORIT		
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9. CONTRACTOR	CODE		10. Di		FOB POINT BY	(Date)	1 -	IF BUSINESS IS				
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SUITE 300 TAMPA FL 33609					13. MAIL INVOICES TO THE ADDRESS IN BLOCK See Basic Contract - Section G						LOCK	
14. SHIP TO	CODE	1J3200	15. P	AYMENT WILI	L BE MAD	E BY	CODE					
DFAS OM/FP PO BOX 7020 BELLEVUE NE 68005-1920									PAC PAI IDEN NU	MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.		
16. DELIVERY/ X	This delivery orde	er/call is issued on another	er Govt. age	ncy or in accordance	with and subj	ect to terms a	nd conditions	of above numbe	red contra	et.		
TYPE CALL OF PURCHASE Reference your quote dated Furnish the following on terms specified herein.												
ORDER NAME OF CONTRACT	ORDER AS IT AND CONDIT	E. THE CONTRAC MAY PREVIOUSI TONS SET FORTH	JY HAVE	E BEEN OR IS N GREES TO PERI	OW MODI	E SAME.	BJECT TO	BY THE NUM ALL OF THE	ETERM	D PURCHA S	DATE SIGNED	
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* If quantity accepted by the Govern										TOTAL	\$128,193.08	
quatity ordered, indicate by X. If diff quantity accepted below quantity ord					co	ONTRACTIN	G/ORDERI	NG OFFICER	29. DIE	FERENCES		
26. QUANTITY IN COLUMN 20 HAS BEEN						NO.	28. DO V	OUCHER N				
INSPECTED RECEIVED ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED DATE SIGNATURE OF AUTHORIZED GOVT. REP.						PARTIAL 32. PAID BY 3 C				ITIALS AMOUNT VERIFIED DRRECT FOR		
DATE 36. 1 certify this account is cor		 	, GO Y 1.			OMPLETE			34	. CHECK N	UMBER	
DATE -	SIGNATURE	AND TITLE OF CI	ERTIFYIN	NG OFFICER	PARTIAL FINAL				35	35. BILL OF LADING NO.		
	8. RECEIVED B	_	9. DATE	RECEIVED YMMMDD)	40. TOTA	AL TAINERS	41. S/R A				2. S/R VOUCHER NO.	

DD Form 1155, JAN 1998 (EG)

PREVIOUS EDITION MAY BE USED.

Sverdrup Technology Unified and Special Operations Group

	Labor Category	Site		Hours Unit		Extended	tended			
CLIN 0001	CLIN 0001 Time & Material Sr. Operations Analyst Sr. Operations Analyst	On On	688 1280	Hrs Hrs	\$62.56 \$62.56	\$ 43,041.28 \$ 80,076.80	31 May 02 - 31 Jul 02 31 May 02 - 30 Sept 02			
	Total Labor		1968	Hrs		\$123,118.08				
CLIN 0002 M	laterials (Cost Reimbursa	.ble)	1	LO		\$75.00				
CLIN 0003 Local Travel (Cost Reimbursable)				LO		\$5,000.00				
CLIN 0007 Technical Data			1	LO	1	NSP				
Grand Total						\$128,193.08				

SPECIAL INSTRUCTIONS

All deliverables under this task order which are not clearly called out in the statement of work with specific performance requirements shall be issued to the contractor's Task Leader in the form of a written document issued by the Contracting Officer Representative (COR). The contractor shall document performance, hours, and costs, and the date of delivery of the draft or final deliverable in accordance with the contract data requirements listing.

STATEMENT OF WORK (SOW) FOR UNITED STATES SPECIAL OPERATIONS COMMAND OPERATIONS AND PLANS DIRECTORATE FOREIGN DISCLOSURE OFFICE TECHNICAL SUPPORT

SCOPE: This SOW addresses the requirements necessary for successfully executing technical support to the United States Special Operations Command in the foreign disclosure area activities.

1.1 BACKGROUND: SOOP provides support to the USSOCOM Headquarters, the Component commands, the Theater Special Operation Commands (TSOC's), the Joint Special Operations Command, and all subordinate and Special Mission Units in the area of National Disclosure Policy (NDP-1), foreign visitors, foreign clearance guidance, and international program security. The importance of these programs is critical to national security as technology changes and strategic engagement evolves. In order to monitor and manage these programs in a timely and efficient manner, it is necessary to maintain a tracking and monitoring process. Contractor support is required to accomplish these tasking.

APPLICABLE DOCUMENTS: Documents associated with the SOW are identified in the statement of work.

3.0 REQUIREMENTS: The contractor shall provide non-personal operational management assistance; technical/system analysis, review and planning; issue research, review and evaluation; and documentation preparation and production services.

3.1 SPECIFIC TASKS

- 3.1.1 Using the command's automated tools on the Local Area Network (LAN), the contractor shall conduct non-personal technical analysis and evaluation services regarding programs being monitored. With coordination with program points of contact, and other program offices prepare recommended courses of action to assure the program achieves successful and timely completion.
- 3.1.2 The contractor shall provide SOOP administrative, Foreign Disclosure review and technical project management in support to the USSOCOM Headquarters, the Component commands, the Theater Special Operation Commands (TSOC's), the Joint Special Operations Command, and all subordinate and Special Mission Units. The contractor shall perform the following services:

- 3.1.2.1 The contractor shall maintain a project management system that will support the Foreign Disclosure Office oversight utilizing the database system SPA.N/FORDTIS.
- 3.1.2.2 Research, review, input and maintains exceptions to NDP-1.
- 3.1.2.3 Review all USSOCOM Headquarters, Component commands, Theater Special Operation Commands (TSOC's), Joint Special Operations Command, and all subordinate and Special Mission Units joint combined events to ensure compliance with NDP-1.
- 3.1.2.4 Contractor will assist Government POC with operational review of Commercial Exports Licensing in conjunction with Special Operations Acquisition and Logistics Directorate (SOAL).
- 3.1.2.5 Contractor will assist Government POC to draft, review and submit Data Exchange Agreements (DEAs), Memorandums of Understanding (MOUs), Letters of Agreements (LOAs) and other agreements made with Foreign governments and/or militaries to ensure compliance with NDP-1 and other applicable guidance.
- 3.1.2.6 Assist to draft, review and submit for approval Delegation of Authority Letters (DDLs) for USSOCOM Headquarters, Component commands, Theater Special Operation Commands (TSOC's), and Joint Special Operations Command.
- 3.1.2.7 Assist Government POC to conduct and establish Small-Unit Exchange (SUE) programs, Foreign Liaison Officer (FLO) exchanges, Personnel Exchange Programs (PEPs) and any other exchanges with Foreign governments to ensure compliance with NDP-1.
- 3.1.3 The contractor shall validate, deconflict and assist Government POC with approval/disapproval of Foreign Visit requests:
- 3.1.3.1 Maintain project system to support the Foreign Disclosure Office Foreign Visit Request (FVR) System utilizing SPAN/FORDTIS.
- 3.1.3.2 Develop, maintain and populate spreadsheets to track Foreign Visit Requests.
- 3.1.3.3 Contractor shall develop, maintain and produce monthly reports on Foreign Visitors to USSOCOM Headquarters, Component commands, Theater Special Operation Commands (TSOC's), Joint Special Operations Command, and all supordinate and Special Mission Units.
- 3.1.4 The contractor shall assist Government POC to ensure all personnel from USSOCOM Headquarters are properly cleared for overseas travel IAW Foreign Clearance Guide (FCG).

- 3.1.4.1 Perform as USSOCOM single point of contact for all OCONUS travel to include coordination and transmittal of Theater/Country/Special Area clearances to appropriate agencies
- 3.1.4.2 Monitor all OCONUS travel to ensure National Disclosure Policy is complied with and Force Protection measures are followed.
- 3.1.5 Contractor will assist Government POC in Foreign Disclosure education and training to USSOCOM Headquarters, Component commands, Theater Special Operation Commands (TSOC's), Joint Special Operations Command, and all subordinate and Special Mission Units.
- 3.1.5.1 Facilitate individual service courses to certify and provide continuing education in Foreign Disclosure.
- 3.1.6 Contractor shall be prepared to track and maintain an accurate, detailed database of deployed special operations units for Foreign Disclosure compliance issues. The contractor will review, update and report statistics weekly.
- 3.1.7 The contractor shall be prepared to provide interim reports as needed to answer queries regarding designated programs. The interim reports may require preparation of briefing charts and slides for presentation purposes by program POCs.
- 3.1.8 The contractor shall identify and report any major impacts discovered during the course of this work effect, which affects SOOP or the programs supported by SOOP-O. The contractor shall recommend actions that must be taken and obstacles that must be overcome to correct these impacts.
- 3.1.9 The contractor shall submit a monthly status report detailing the work accomplished during the previous month, the work to be accomplished during the next month, and any issues effecting support provided to SOOP-O.
- 3.1.10 The contractor shall assist in providing SOOP Program Management services. The contractor shall perform the following services:
- 3.1.10.1 Technical/operational research, analysis, and evaluation services to determine SOOP program management requirements. Utilizing the results of this work, the contractor shall utilize a project management tool suitable for monitoring the status of all programs as they progress from the initial requirement identification stage through the entire acquisition cycle to implementation of the program. The management tool should be developed using Microsoft Office applications available on the USSOCOM NT LAN.
- 3.10.1.2 Conduct technical/operational analysis and evaluation services regarding the programs being monitored and coordinate with the program POCs and other participating

- program offices to prepare recommended courses of actions for SOOP-O, to assure the programs achieves successful and timely completion.
- 3.10.1.2.1 The contractor will support and facilitate coordination between various SOCOM, DOD, Joint Staff, and other cognizant US Government offices and agencies as required on Foreign Disclosure, Foreign Military Sales, and Direct Commercial Sales issues as they pertain to USSOCOM's position on such matters.
- 3.10.1.2.2 The contractor will provide support to USSOCOM to initiate staffing of FMS/CDS requests received by the Command to the appropriate Center Offices for review and coordination. Analyze select FMS/DCS requests and where possible assist in recommending a proposed USSOCOM position, which when provided, will then be staffed to all appropriate reviewers for coordination.
- 4.0 CONTRACTOR REPORTING: The contractor shall file reports IAW the attached DD Form 1423. The contractor shall complete all tasks and submit the required deliverables to the Government within the period specified by the Government. (A001-Monthly Status Report, A002-Quarterly Contract Status Report)
- 5.0 ACCEPTANCE: The Government shall do acceptance of the contractor's work under this SOW. The government will evaluate the deliverables for correctness, completeness, sufficiency of technical content, and compliance with appropriate regulations, directives, specifications and standards.
- **6.0 TRAVEL:** Contractors assigned to this SOW may be required to travel to Government and contractor facilities, both within the CONUS and OCONUS. Coordination of all travel will be made with the Government prior to execution.
- 7.0 SECURITY: Security shall be in accordance with the attached DD Form 254. Performance of the SOW will (b)(2)High contract team members.
- 8.0 Contract Performance: The period of performance of this task will be 31 May 2002 to 30 September 2002.
- 9.0 RELEASE OF INFORMATION: All technical data provided to the contractor by the Government shall be protected from public disclosure IAW the markings contained thereon and the limitation on the release contained in FAR Part 3. Additionally, all information related to the items delivered or the services performed under this SOW shall not be disclosed by any means without prior approval of the authorized representative of the Contracting Officer.

CONTRACT DATA REQUIREMENTS LIST (1 Data Item) Form Approved OMB No. 0704-0188													
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CONTRACT DATA REQUIREMENTS LIST (1 Data Item)

Form Approved OMB No. 0704-0188

Public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government Issuing

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DEPARTMENT OF DEFENSE CONTRACT SECURITY CLASSIFICATION SPECIFICATION

(The requirements of the DoD Industrial Security Manual apply to all security aspects of this effort.)

2. THIS SPECIFICATION IS FOR: (X and applicable)	complete as	3. '	THIS SPECIFICATION 1	·			
X a. PRIME CONTRACT NUMBER USZA22-02-D-0014 Task Order 0029		Х	a. ORIGINAL (Complete date in at	l cases)	Date (7		
b. SUBCONTRACT NUMBER			b. REVISED (Supersedes all previous specs)	Revision No.	Date (Y		
c. SOLICITATION OR OTHER NUMBER	E (YYYYMMDD)		c. FINAL (Complete Item 5 in	all cases)	Date (Y		
4. IS THIS A FOLLOW-ON CONTRACT.	ES		NO If YES, complete the follow	ving			
Classified material received or generated under transferred to this follow-on contract	USZ	A22-	.97-D-0021, Task 105 (Pr	eceding Contra	ct Number		
5. IS THIS A FINAL DD FORM 254	v S		NO If Yes, complete the	following:	•		
In response to the contractor's request dated	, retention of the cla	ssified :	naterial is authorized for the period	of			
6. CONTRACTOR (Include Commercial and Government Entity	(CAGE) Code)						
a. NAME, ADDRESS, AND ZIP CODE	b. CAGE CODE		c. COGNIZANT SECUR	RITY OFFICE (Nan	ne, Address, and I		
Sverdrup Technology, Inc.			Defense Security Service				
5340 W. Kennedy Blvd, Suite 300	096A3		Southeast Region	ik- 050			
Tampa, FL 33609		2300 Lake Park Drive, Suite 250 Smyrna, GA 30080-7606					
7. SUBCONTRACTOR			311yma, GA 30060-7000				
a. NAME, ADDRESS, AND ZIP CODE	b. CAGE CODE		c. COGNIZANT SECUR	ITY OFFICE (Nan	ne, Address, and 2		
8. ACTUAL PERFORMANCE							
	b. CAGE		c. COGNIZANT SECUR	ITY OFFICE (Nam	ne, Address, and i		
	CODE		Defense Security Service	e			
			PO Box 254036	24			
			Patrick AFB, FL 32925-003				
9. GENERAL IDENTIFICATION OF THIS PRO							
USSOCOM Foreign Disclosure support for SOOP ex	cluding forwar	d de	ployed support.				
10. THIS CONTRACT WILL REQUIRE	1.	IN P	ERFORMING THIS CON	NTRACT, THE			
ACCESS TO:			ACTOR WILL:				
a. COMMUNICATIONS SECURITY (COMSEC)			CESS TO CLASSIFIED INFORMAT		ER		
INFORMATION b. RESTRICTED DATA			CTOR'S FACILITY OR <u>A</u> GOVERN E CLASSIFIED DOCUMENTS ON				
c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION	. RE	CEIVI	E AND GENERATE CLASSIFIED N	MATERIAL			
d. FORMERLY RESTRICTED DATA	. FA	BRIC	ATE, MODIFY, OR STORE CLASS	IFIED HARDWARE			
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e. INTELLIGENCE INFORMATION e. PERFORM SERVICES ONLY f. HAVE ACCESS TO U.S. CLASSIFIED INFORMATION OUTSIDE THE U. PUERTO RICO, U.S. POSSESSIONS AND TRUST TERRITORIES g. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER
(1) SCISIANC COMPARISON AND TRUST TERRITORIES (2) Non-SCI (3) Non-SCI (4) PUERTO RICO, U.S. POSSESSIONS AND TRUST TERRITORIES (5) BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER
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DISTRIBUTION CENTER
f. SPECIAL ACCESS INFORMATION h. REQUIRE A COMSEC ACCOUNT
g. NATO INFORMATION i. HAVE TEMPEST REQUIREMENTS
h. FOREIGN GOVERNMENT INFORMATION j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS
i. LIMITED DISSEMINATION INFORMATION k. BE AUTHORIZED TO USE THE DEFENSE COURIER SERVICE
j. FOR OFFICIAL USE ONLY INFORMATION WILL BE HANDLED IAW DOD 5400.7-R OTHER (Specify) All contractors working on this task order will possess a minimum of a
WILL BE HANDLED IAW DOD 5400,7-R secret clearance
DD Form 254, DEC 1999 FREVIOUS EDITION IS OBSOLETE
12. PUBLIC RELEASE. Any information (classified or unclassified) pertaining to this contract shall not be released for public
except as provided by the Industrial Security Manual or unless it has been approved for public release by appropriate 0.5. Gov
authority. Proposed public releases shall be submit proval pri v ase. Direct Through (Specify)
DIRECTOR FOR OPERATIONS (SOOP-O), Foreign Disclosure Office
To the Directorate for Freedom of Information and Security Review, Office of the Assistant Secretary of Defense (Public Affairs)* for review.

16. CERTIFICATION AND SIGNATURE. Security requirements stated herein are complete and adequate for safeguardin									
classified information to be released or gen	nerated under this	classified	effort. All questions shall be referred to the official n						
below.									
a. TYPED NAME OF CERTIFYING	b. TITLE		c. TELEPHONE (Include Area Cod						
OECICIAI	USSOCOM Foreign Di	sclosure Offic	per e						
d. ADDRESS (Include Zip Code)		17. RF	QUIRED DISTRIBUTION						
HQ United States Special 	Operations	X	a. CONTRACTOR						
Command									
7701 TAMPA POINT BLVD			b. SUBCONTRACTOR						
MacDill AFB, FL 33621-5323		X	c. COGNIZANT SECURITY OFFICE FOR PRIME AND SUBCONTRACTO						
e. SIGNATURE		X	D. U.S. ACTIVITY RESPONSIBLE FOR OVERSEAS SECURITY ADMINIS						
		X	E. ADMINISTRATIVE CONTRACTING OFFICER						
•			F. OTHERS AS NECESSARY						
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DD FORM 254 (BACK), DEC 1999